

Departmental Short-Term and Long-Term Strategic Issues

Department: Clerk to the Board of Supervisors

FY2007

Short-Term Issues: List critical issues facing the department now and through the next couple fiscal years.

- Implementation of Laserfiche 7.0 upgrade
- Succession planning for retirement of Deputy Clerk to the Board
- Ensure compliance with Library of Virginia guidelines for retention of records
- Review of current office procedures and practices to maximize efficiency and better utilize new technologies
- Upgrade of equipment infrastructure in Board meeting room
- Continuing education and development for Clerk's Office staff and County records management contacts

Long-Term Issues: List major issues or trends that may confront the department beyond the next couple fiscal years.

- Managing increasing volumes of data and information
- Migration of data maintained in digital/electronic formats
- Funding for equipment upgrades